



2025-2026

Hillel Yeshiva ELC  
Parent  
Handbook



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## INTRODUCTION

Jewish tradition places a high value on the social, intellectual, emotional and physical growth of children. Hillel Yeshiva Early Learning Center has developed a curriculum designed to reflect these goals. The program includes constructive play both inside and outside, open-ended art activities, language arts, Hebrew language, science, music, creative movement, reading and math readiness activities. Jewish values, customs, and holiday traditions are interwoven throughout the curriculum.

We believe that a preschool program should provide a warm and nurturing environment in which each child is free to explore his/her unique talents, abilities, and interests. The children are exposed to a stimulating environment that fosters social, physical, emotional and intellectual growth. We feel that it is important to aid the young child in developing a healthy self-image, self-confidence, and the ability to work and play well with others.

Our ELC program encourages parental involvement in their child's preschool experience. Parents and teachers gain valuable insights and techniques from each other and at the same time, share their talents and interests to maintain the excellent quality of education at our school.

## AIMS & GOALS

It is our intent to provide each child with the best possible tools for self-discovery and the understanding of his/her environment. The goals of our program are:

- To provide an environment that will serve as a foundation of concrete Jewish experiences, knowledge of the Jewish way of life, values, customs, traditions, and involvement in the synagogue, upon which learning in later years can be built.
- To expose each child to new experiences in a safe and supportive environment.
- To explore, discover, and build upon the child's physical, social, emotional, and cognitive development.
- To instill a positive self-image in each child.
- To promote concern for others and feelings of mutual respect.
- To foster in the child assertive, positive, and cooperative social behavior.
- To nurture within each child respect and love for his/her family.
- To stimulate imagination and curiosity.

## CONTACT DIRECTORY

| AREA                       | NAME   | CONTACT  |
|----------------------------|--|--|
| Rosh Yeshiva               | Rabbi Saul J. Kassin   | <a href="mailto:SKassin@hillelyeshiva.org">SKassin@hillelyeshiva.org</a>   |
| Head of School             | Rabbi Ari Katz   | <a href="mailto:AKatz@hillelyeshiva.org">AKatz@hillelyeshiva.org</a>   |
| ELC Director               | Mrs. Ruchie Czermak  | <a href="mailto:RCzermak@hillelyeshiva.org">RCzermak@hillelyeshiva.org</a>   |
| ELC Director of Operations | Mrs. Tracey Krady  | 732-493-9300 EXT. 218<br><a href="mailto:TKrady@hillelyeshiva.org">TKrady@hillelyeshiva.org</a>  |
| ELC Office                 | Mrs. Bonnie Habert   | 732-493-9300 EXT. 305<br><a href="mailto:BHabert@hillelyeshiva.org">BHabert@hillelyeshiva.org</a>  |
| First Steps Office         | Mrs. Amy Sankari   | 732-455-3200<br><a href="mailto:ASankari@hillelyeshiva.org">ASankari@hillelyeshiva.org</a>   |
| Curriculum Coordinators    | Mrs. Renna Ohana<br>Mrs. Shevi Steinberg<br>Mrs. Sara Hedaya | <a href="mailto:ROhana@hillelyeshiva.org">ROhana@hillelyeshiva.org</a><br><a href="mailto:SSteinberg@hillelyeshiva.org">SSteinberg@hillelyeshiva.org</a><br><a href="mailto:SHedaya@hillelyeshiva.org">SHedaya@hillelyeshiva.org</a> |
| Grade Advisors             | Mrs. Junie Maimon<br>Mrs. Linda Hakim                        | <a href="mailto:JMaimon@hillelyeshiva.org">JMaimon@hillelyeshiva.org</a><br><a href="mailto:LHakim@hillelyeshiva.org">LHakim@hillelyeshiva.org</a>   |
| Business Office            |  | 732-493-9300 EXT. 201  |
| School Nurse               |  | 732-493-9300 EXT. 235  |
| Security & Facilities      | Mr. Bill Reagan  | 732-493-9300 EXT. 234<br><a href="mailto:BReagan@hillelyeshiva.org">BReagan@hillelyeshiva.org</a>  |
| Hillel Yeshiva PTA         |  | <a href="mailto:PTA@hillelyeshiva.org">PTA@hillelyeshiva.org</a>   |
| Lunch Program              | Mrs. Sandy Braverman   | 732-493-9300 EXT. 214<br><a href="mailto:SBraverman@hillelyeshiva.org">SBraverman@hillelyeshiva.org</a>  |

### Teacher Contact Information

Teachers will share their email addresses and/or cell phone numbers at our ELC Back to School Night. This information can also be found on the Homeroom app. Please check the Homeroom app for your teacher's contact information.

### Communication During School Hours

Teachers may not use their cell phones during school hours. If you have an emergency or an immediate question for your child's teacher, please call the ELC Office.

## ADJUSTMENT TO SCHOOL

### **Suggestions For Transitioning on the First Day!**

Talk about school with your child a few days before school begins. Discuss the enjoyable activities that he/she will participate in at school and the children with whom he/she will play. Remind your child of the enjoyable activities he/she did last year and show your child pictures from school. Talking about “feelings” helps children adjust to new situations. If your child expresses fear or worry, be sure to acknowledge those feelings and talk about times when you were worried and how things worked out well.

As the first day approaches, prepare your child by reviewing what will happen on the first day. Children like to hear a step by step plan, such as, “You’ll wake up in the morning, get dressed, eat breakfast, wait for the bus...” Reassure your child that the teacher will meet him/her as soon as he/she arrives to school. Also, review with your child the plans for going home.

At bedtime, spend quiet time reading and speaking to your child. Make sure that he/she gets plenty of sleep (10-12 hours for this age) the night before school begins and every night!

Wake your child up a bit earlier so that there is enough time for a relaxed morning, including a good breakfast. Keep the atmosphere as calm as possible. Make sure your child is ready for the bus or carpool on time. This helps the day start off well.

Practice the procedure of separation before your child leaves for school. Cheerful, quick goodbyes work best!

### **Separating From Your Child**

Please make every effort to separate from your child at the car or outside door. We expect that some children may cry; however, the teachers have found that the crying time is shorter when parents separate with a quick, cheerful good-bye. For this reason, it is the school’s policy that parents not enter the building at arrival time. Our grade advisors will be available in person or by phone to provide you with information regarding your child’s adjustment and progress during the first few days. The teacher or grade advisor will contact you if your child is upset for an excessive length of time.

## SAFETY PRECAUTIONS

- Please do not park in the inside lane of any carpool circle.
- All parking and releasing of children should be done on the sidewalk side.
- Do not leave your car running while children are inside the car, even for a moment.
- NEVER allow a child to walk from your car to the ELC building alone, even if you are watching.
- Children should always be seated in the backseat while the vehicle is in motion, even in the carpool line.
- All ELC children should be secured in a car seat and/or booster.
- During Arrival and Dismissal times, please wait until it is your turn to pull up to the curb. Pull up all the way forward and as close to the curb as possible.

## HAND-TO-HAND POLICY

Parents and staff members are asked to hold onto and transfer children's hands directly from one adult to the next. Even if you are watching, do not allow children to walk or run ahead toward their teachers. Elementary School through Middle School siblings or friends may not bring ELC students to a waiting car. At dismissal, once the children are in your hands, please proceed to your car immediately and do not linger in the circle.

## SCHOOL HOURS, LOCATIONS & ARRIVAL

| Grades               | Arrival           | Class Begins | Dismissal   |
|----------------------|-------------------|--------------|---|
| First Steps Toddlers | 9:15 am - 9:30 am | 9:30 am      | Mon-Fri<br>12:40 pm - 1:00 pm                             |
| PreN                 | 9:15 am - 9:30 am | 9:30 am      | Mon-Thurs<br>2:40 pm - 3:00 pm<br>Fri<br>12:40 pm-1:00 pm |
| N, PreK & KDG        | 8:50 am - 9:00 am | 9:00 am      | Mon-Thurs<br>2:45 pm - 3:00 pm<br>Fri<br>12:45 pm-1:00 pm |

## **Arrivals**

### **First Steps Toddlers & PreN - 1621 RT 35 Oakhurst, NJ 07755**

Parents dropping off their children in the morning will be guided by security and administration. Staff members will be present to receive your child. Please assist your child out of the car and wait by your vehicle until a staff member takes their hand and escorts them into the building. For safety reasons, do not allow your child to enter the building alone.

### **Nursery, PreK and Kindergarten - 1025 Deal Rd. Ocean, NJ 07712**

Parents who are dropping off their children in the morning will be directed to pull into the large circle. Staff members will be waiting to receive your children. Please assist your child out of the car and wait by your vehicle until a staff member takes their hand and escorts them into the building. For safety reasons, do not allow your child to enter the building alone.

## **Early Arrivals**

Students who arrive at school before their scheduled start time will need to wait in their cars, with their parents until the doors open. Our teachers are unable to receive children before the official arrival time.

## **Late Arrivals**

Please do your best to avoid lateness. If you arrive late, please follow the security guard's instructions as to where to park. Students who arrive after their scheduled time should be brought to the ELC Office, accompanied by an adult, and signed in. Elementary School through Middle School siblings or friends may not bring ELC students into the building. The secretary will page the child's teacher or assistant to bring him/her to class. Please do not walk your child to the classroom door.

## DISMISSAL

All ELC students will receive a number or letter at the start of the school year. This number/letter is to be used when picking up your child from school during dismissal.

The ELC doors will remain closed until dismissal begins. Please pull into the circle and park your car as directed by the security guard. Teachers will bring students to the car and hand them over to their parents or their carpool at the curb. Please wait by your car for your child to be brought to you.

Please make every effort to refrain from having conversations with your child's teacher/assistant during dismissal as they need to return inside to supervise the remaining students. Feel free to reach out to your child's teacher after school hours.

If you need to enter the building to retrieve a forgotten item, pick up a sibling, or for any other reason, please park in a designated spot in the lot.

ELC students may carpool with students of any ELC grade. In your planning, please make sure that each child will have a child safety seat.

If you are planning a playdate or having someone else pick up your child, please make sure to contact the ELC office before 2:00 pm Monday through Thursday and before 12:00 noon on Fridays.

Changes in dismissal arrangements cannot be accepted after those times as they cause confusion during dismissal. If a phone call or an email is not received within this time frame, your child will be sent home via his/her regular means of transportation. For the safety of all our students, we will not take a child's word for dismissal arrangements.

If you are a custodial parent and your former spouse does not have permission to pick up your child at school, you must submit appropriate documentation to the ELC Office prior to the first day of school.

Students who are being picked up by a parent any time during the day for an early pickup time will remain in their classroom until the parent arrives at the office. At that time, we will call into the classroom and have your child brought to the office.

## TRANSPORTATION

### **Township Transportation for Eligible Kindergarten Students**

Kindergarten is the first grade in which your child is eligible for township transportation or reimbursement for private transportation. It is not guaranteed that they will provide bussing. We recommend that you contact one of the companies to reserve a spot if parent carpool is not an option. Hillel Yeshiva is not responsible for late submissions of forms, address changes or reimbursement arrangements. Please be in touch with your township transportation office to confirm that your paperwork has been processed and bus reimbursement arrangements have been put in place for your child.

Secret Garden Bus Company - (732) 485-9543

The Neighborhood Charter - (732) 585 - 1740

## TOILET TRAINING

### **Pre-Nursery**

Toilet training is a process that requires time and patience. Oftentimes, a child will demonstrate that he/she can go on the potty at home, yet the child is not comfortable enough to be able to transfer this skill to school consistently and confidently. If you are in the process of potty training your child at home, please call the teacher to discuss his/her readiness before sending your child to school in underwear.

In order to attend school in underwear, your child must:

- Be accident-free in underwear at home for 3 complete days before coming to school. If your child seems somewhat tentative, it is recommended that he/she stay home for an additional day or two to ensure that your child is confident and to prevent accidents at school.
- Be comfortable in underwear for the entire day. Please note that pull-ups are not acceptable in Pre-N.
- Be comfortable using the bathroom for both #1 and #2. Our teachers are partners in this process and are willing to show consideration by changing number one accidents as they may occur. Changing number two accidents takes the teacher away from providing quality time and attending to other children in the classroom. Therefore, after changing two number 2 accidents, we will ask a parent or designated other to come in and change the child.

Teachers will help the children wipe themselves and pull their pants up and down while coaching and encouraging the children to practice these skills independently. Please provide 2 extra sets of clothing (including socks) and at least 3 pairs of underwear.

## TOILET TRAINING

### Nursery

At the beginning of the school year, please provide the class with two full sets of changes of clothes (one for warm weather and one for cold weather). Should your child have a “number one” accident, teachers will encourage him/her to change independently. In the case of a “number two” accident, parents will be called to school to change the child.

As per school policy, all students entering the Nursery grade must be fully trained by the start of the school year.

- Wearing underwear and using the bathroom for both #1 and #2
- Independently pulling pants up/down
- Wiping independently with verbal guidance from teacher
- Washing hands with verbal guidance from teacher

Please contact Mrs. Czermak by Friday, August 15th if your child is not fully trained by then.

## TECHNOLOGY

### Balancing Technology in Children’s Lives

As technology becomes more integrated into daily life, it is essential to approach its use thoughtfully, especially for young children. Research shows that in-person experiences, hands-on exploration, and social interactions are crucial for developing language, social, emotional, and play skills - building blocks for future learning. Excessive screen time can interfere with this development. Our goal is to work together with parents and provide educational resources to help them make informed technology decisions.

### Technology in School

Students may not bring personal devices (smartwatches, smartphones, tablets, etc.) to school.

## TECHNOLOGY

### **Recommendations for Technology Use at Home**

By following these guidelines at home, we can support healthy development. Delaying screen use is easier than removing it later.

- **Screen-Free Playdates & Mealtimes:** Encourages in-person interaction, language development, social-emotional, and play skills
- **Make Healthier Choices:** If choosing to use a screen, use a communal TV screen instead of handheld devices (e.g. iPad) to make it easier to control content and limit addictive behaviors.
- **No screens before age 2:** The American Academy of Pediatrics recommends delaying screen time as long as possible. The early years are integral for cognitive and social development.

### **Parent Technology Ambassadors in the ELC**

Each grade has two technology ambassadors who will provide resources and plan events for parents to connect and learn together. They will also serve as liaisons between the parents and the school administration.

## SECURITY & DRILLS

### Security at Hillel

At Hillel Yeshiva, we take the security of our students very seriously. We appreciate the trust you have placed in us as guardians of your children during the school day and we are ever mindful of their physical and emotional well-being. In light of recent world events, we would like our parents to take comfort in knowing that we have been enhancing the security measures on our campus. In addition to reinforcing our policies and procedures, we have installed a state-of-the-art security system. Among the components of this new system are the following:

- Digital Recording CCTV System
- Access Control and Door Management System
- Video Badges and Visitor Management System
- Additional security guards

If you have any questions, please contact Mr. Bill Reagan at (732) 493-9300 ext. 234.

### Car Registration

All new and existing vehicles belonging to parents, faculty, students and any familiar individuals entering or exiting the Hillel Yeshiva parking lot will need to have a “car tag.” Each family will be mailed 2 car passes to be used throughout the school year.

### Where Do I Park?

If you are visiting for longer than 30 minutes, please park in the first lot on the right. If you are visiting for less than 30 minutes, please let the security guard know and he will direct you to specific spots designated for people who will only be in the building for a short period of time.

### Visitor's Pass

Any person who wishes to remain in the school building for any amount of time, must sign in at the security booth located at the ELC Main Entrance and receive a visitor's pass for the specific division he/she would like to enter. You may sign in/out your child from the ELC office. Please adhere to these procedures to ensure your child's well being.

### Drills

ELC children practice fire and lockdown drills at scheduled times throughout the school year. Teachers prepare the children in advance by role-playing different scenarios. Our students are taught in an age-appropriate manner how we can stay safe inside and outside the school building.

## WAYS TO CONNECT

### **Homeroom App**

We will be using the Homeroom app found on both Apple and Android phones to share with you daily reflections, photos, and reminders! If you have not yet joined your child's homeroom, send us an email for a link!

### **Share Your Interests**

Parents and family members are encouraged to join us in our classrooms! Please call your child's teacher to schedule an opportunity to share your interests, hobbies, or profession. Show us "How to..." for an interactive experience with your child and his/her classmates.

### **Class Mother Program & Volunteering**

Our Class Mother Program is a wonderful way for parents to get involved and connect with their child's teacher and classroom. If you would like to volunteer or hear more about this program, please contact your grade advisor.

### **PTA & Spirit Committee**

Our school is so very fortunate to benefit from a Parent Teacher Association and Spirit Committee that strive to involve parents in a meaningful way. They provide wonderful programs and activities to connect our parents, students, and teachers! To volunteer, please contact our PTA & Spirit Committee.

### **Read Alouds**

This program gives parents the opportunity to visit their child's classroom and share a favorite book. Please reach out to your child's teacher to schedule a time to join us. Nursery teachers will send home a schedule.

### **Email Communications & Social Media**

Make sure your email address with us is up to date to ensure that you receive exciting news and updates. You can also follow us on Instagram @hillelyeshiva!

### **Birthday Parties**

Parents of grades PreN, Nursery, and PreK are invited to join us in school to celebrate their child's birthday. Make sure to ask your child's teacher for a date and time two weeks before the special day!

## HEALTH

A registered nurse is always on duty at Hillel Yeshiva. Students who become ill or who are in need of medical attention will be taken to the nurse.

It is of the utmost importance that the school is made aware of any medical condition that may affect a student. As a condition of enrollment and continued attendance at Hillel Yeshiva, a confidential health information form must be completed and updated as necessary, and the student and family must consent to Hillel Yeshiva emergency or routine treatment of the student as required by any medical condition and as agreed by the student and family or as the student's physician may require.

### **Nut/Sesame Free School**

We have several students in our school with a potentially life-threatening allergy to nuts, peanuts, and sesame. In consideration of these allergies, the administration of Hillel Yeshiva has adopted a policy regarding food containing nuts and sesame.

We are a nut and sesame-free school. Hillel Yeshiva requires that all students refrain from bringing any nut products into the school. This includes peanuts, peanut butter, all tree nuts and anything containing sesame. Tree nuts include almonds, Brazil nuts, cashews, filberts, hazelnuts, hickory nuts, pecans, pine nuts, pistachios, macadamia nuts, and walnuts. For those of you whose children have specific allergies, please remind them to avoid sharing and trading food. Food labels must be checked carefully. Food manufactured in a factory or bakery that may contain traces of nuts and/or sesame may not be brought to school.



### **Allergies**

If your child is allergic to anything, such as foods or bee stings, make sure to indicate this on the medical form. Also, please notify your child's teacher at the beginning of the year. If you have an antidote that should be administered, please bring it to the nurse with full instructions before the start of school. If your child needs to bring the antidote on a school trip, please advise the Health Office, who will give it to the teacher to take on the trip and administer to your child if needed.

## HEALTH

### **Vaccines & Immunization Forms**

All students must submit an Emergency Medical Form to the Nurse's Office before the start of school. If forms are not received, students will not be able to attend school. These forms are mailed home prior to the start of school in September.

New Jersey State Law requires that all children must have the following immunizations: Hepatitis B, Varicella, Tetanus, Pertussis, Diphtheria, Measles, Mumps, Rubella, Polio, Pneumococcal, and Meningococcal. Influenza vaccine is required annually for all children ages 6 months–59 months.

The New Jersey Department of Health and Senior Services (DHSS) revised the administrative rules N.J.A.C. 8:57-4 with regard to immunizations (Section 8:57-4.10 Diphtheria, Tetanus Toxoids and Pertussis Vaccine): Every child born on or after January 1, 1997, and entering Grade 6 on or after September 2007 shall have received one dose of Tdap (Tetanus, Diphtheria, acellular Pertussis) given not earlier than the 10th birthday. Section 8:57-4.20 states that every child born on or after January 1, 1997, and entering Grade 6 on or after September 1, 2008, shall have received one dose of a meningococcal-containing vaccine. A valid Medical Exemption from your pediatrician/specialist to immunization requires formal documentation shared with the Nurse's Office. The school does not accept religious Exemptions. Without current medical information, students will be prohibited from attending classes, field trips, athletic events, and special activities.

### **Illness/Injury**

- If your child contracts any communicable illness, injury or condition (e.g. flu, strep throat, pink eye, chicken pox, head lice, pinworms, coxsackie, etc.), we ask that you notify the nurse immediately. All information will be kept confidential.
- If any such illness or condition becomes apparent in school, you will be called and requested to take your child home.
- A child with fever of 100.4 degrees or above must remain home the rest of that day and may return after a 24 hour period starting the next morning.
- A child with diarrhea must remain home the rest of that day and cannot return to school until he/she have not had an episode of diarrhea for 24 hours. (The 24-hour count starts the day after the child is sent home).
- A child with vomiting must remain home the rest of that day and cannot return to school until he/she are 24 hours without vomiting. (The 24-hour count starts the day after the child is sent home).
- Please follow CDC Guidelines in the event your child contracts COVID-19.

## HEALTH

All student medical information will remain confidential.

### Medication

- If your child must receive medication at school, an adult must deliver the medication to one of our nurses in the Health Office.
- The medication must be in an original pharmacy bottle with the original label.
- We must also receive a note from the doctor with the dosage instructions and a note from a parent.
- Please do not give your child medication to bring to school, even if it has a safety cap.
- All medications must be current through the school year (i.e., not expired or due to expire during the school year).
- All medications must be picked up by a parent from the nurse's office prior to your child's last day of school or they will be discarded.

Please note that school personnel may not distribute medications, including over-the-counter products, to students. All medications are dispensed through the nurse's office. Written orders from the doctor must be provided, including name of the drug, child's full name, reason for giving, date, time, dosage and any possible side effects. Students with a special healthcare need (e.g., asthma, food allergies, diabetes, seizures) who take medicine in school require an individualized Emergency Healthcare Plan/Food Allergy Action Plan. The development of this plan provides for efficient delivery of care and optimal environment of safety. The Emergency Healthcare Plan must be completed by the doctor and signed by the parent.

### AEDS

A number of automated external defibrillators (AEDs) have been placed in strategic locations across campus, allowing Hillel Yeshiva to maintain a high level of preparedness for student and staff emergencies.

### Head Lice & Ticks

Head checks are conducted for all children in First Steps - Grade 8 three times during the school year. Although we try to keep the grassy areas treated and mowed, we still advise that you check your child each night during the season to be certain that he/she doesn't have any ticks. Anti-tick spray can be used as well, on clothing only. If traveling to Israel, students must receive lice checks before returning to school.

## CHILD ABUSE POLICY

Hillel Yeshiva has developed very specific policies and procedures for the protection of the health and welfare of its students. These policies and procedures are in strict compliance with the current New Jersey State code and law. Child abuse and neglect is a very unpleasant topic, but it does occur.

Often, the school is the primary source of possible identification and therefore shares an important role with the Division of Child Protection & Permanency (CP&P), a New Jersey agency within the Department of Children and Families in the investigation of a reported suspected case. Any suspected child abuse or neglect will be reported immediately to the CP&P by an administrator, teacher, counselor, nurse, bus driver, or anyone else working for Hillel Yeshiva.

## SUPPORT SERVICES & THERAPIES

### **Educational Support Team**

At times, a child may demonstrate a need for extra support and/or therapies. The Educational Support Team serves as a resource to administrators, teachers and parents. Upon teacher and/or grade advisor recommendation and with parent consent, progress in academic, behavior and social areas will be monitored. Grade advisors, Mrs. Linda Hakim (PreK, K) and Mrs. Junie Maimon (First Steps, PreN, N) will serve as the first line of communication for ELC Parents. They will assist in developing a plan to help each child reach his/her full potential which may include in-school support and/or private therapies.

For more information and guidance please contact our grade advisers, Mrs. Linda Hakim and Mrs. Junie Maimon.

## BIRTHDAY PARTY GUIDELINES

Birthdays are joyous events in your child's life and in yours as well. They are memorable, fun and exciting. We are happy to share these wonderful occasions with you and your child in school!

Please adhere to the following procedures and guidelines as we strive to insure the highest Kashrut and safety standards for our ELC students.

### **Birthday Party Guideline Form**

After arranging the date and time of the party with your child's teacher, you will be provided with a birthday guideline form that must be signed and returned to the teacher before the scheduled party date. Please follow the Kashrut and Safety Guidelines in planning your party.

### **Kashrut Guidelines**

**Symbols:** When shopping for a cake or cupcakes, please keep in mind that although there are many different types of Kashrut symbols, the school accepts only the following: OU, OK, Chaf K, Star K, JSOR, COR and CRC.

Dairy snacks and refreshments cannot be served on meat days. If a dairy snack is mistakenly brought on a meat day, it will be served to the children the next day. On meat days, please make sure your cakes, cupcakes, ice cream cakes, ice cream and any refreshments are parve.

### **No Bakeries!**

As per our school nurses, ice cream shops, bakeries and supermarkets with bakery departments usually cannot guarantee that their products are nut free. These items may not be brought to school unless approved by the school nurse in advance. Please be aware that Nahums, Stop & Shop, Food Town, Shoprite, or Carvel have not been approved in the past.

### **Home Baked Goods and Snacks**

As per school policy, home baked cakes, snacks and cut up fruit may not be served at school.



## **BIRTHDAY PARTY GUIDELINES**

### **Choking Hazards**

Balloons, gum, hard candy, lollipops, taffy, sour sticks, marshmallows, gummy bears, carrots, popcorn or grapes (unless cut into quarters), Fruit by the Foot, Gushers, jelly beans, soda and any beverages in glass containers are not permitted in school at any time. In general, we encourage students to avoid treats that are excessively sweet, “gooey” and unhealthy for teeth. When purchasing cupcakes, please be aware that white frosting is the only acceptable color as colored frosting contains heavy food coloring and causes digestion issues for many children.

### **Toys and Prizes**

“Goody bags” may not be distributed at school. Our suggested alternative is that the child present a birthday gift to the class. This is a treat that the whole class can share and appreciate during the entire year. Please feel free to call for suggestions as to what the class will enjoy.

### **Kindergarten Birthday Parties**

As our Kindergarten students prepare to transition into the Elementary School, birthdays are acknowledged and celebrated by your child’s teacher and classmates only. The birthday child may bring a snack for his/her classmates and distribute it at the designated time slot arranged by the classroom teacher.

### **School-Wide Sibling Attendance at In-School Birthday Parties**

ELC students will be permitted to attend an ELC sibling’s birthday party for a limited amount of time as determined by his/her teacher. ES/MS students may not attend. Please do not promise your child that he/she may attend. Student “sign outs” will not be honored. In an effort to ensure quality instructional time and a minimum of distractions, cousins, neighbors and friends from other classes will not be permitted to attend.

### **Policy Regarding Birthday Parties Outside of School**

If you decide to celebrate your child’s birthday with a party at home or at a special location, please bear in mind the following points so that all of your child’s friends can enjoy the celebration: It is Hillel Yeshiva policy to have parents invite the entire class, or all the boys and/or all the girls. Even at this young age, children are sensitive to being left out of the group. Please do not have the party on Shabbat. Please be sure that the establishment that you choose for a party meets all Kashrut requirements.

## LUNCH

**Meat: Monday & Wednesday**

**Dairy: Tuesday, Thursday & Friday**

Children may bring lunch from home or sign up to receive prepaid school lunch. If you choose not to sign up for the school program, please follow the DAIRY and MEAT schedule so that all the children may eat together. Parve items, such as tuna fish, egg salad, or jelly may be brought any day. Please be reminded that we are a nut and sesame free school

## SNACK

Each day, we will be providing your child with snack through our Classroom Snack Program run by our class mothers. Great care has been taken to ensure that snacks are healthy, appealing and kid friendly. It is not permitted to send additional snacks from home.

## KASHRUT GUIDELINES

All food items and box drinks brought to school for personal or group use must have one of the following approved symbols on the package.

Although there are many supervision symbols on the market, school policy requires that only these symbols be used. We will be unable to distribute foods bearing any other Kashrut symbol. If you have questions regarding any kosher certified product, please consult with Rabbi Saul J. Kassin, our Rosh Yeshiva at [SKassin@hillelyeshiva.org](mailto:SKassin@hillelyeshiva.org).



## PHYSICAL AGGRESSION & ALTERCATIONS

Hillel Yeshiva ELC employs a zero tolerance policy regarding physical aggression. We are committed to providing a caring, friendly and safe environment for all of our children so they can learn in a relaxed and secure atmosphere. Examples of inappropriate physical behaviors are:

- Pushing
- Kicking
- Hitting
- Punching
- Biting
- Scratching
- Any type of physical aggression or violence

School rules and guidelines regarding appropriate behavior will be discussed with students in a clear and age appropriate manner. Preschool students are taught and coached to use their words to express their wants and needs. Of course, it is understood that a minimal amount of physical behavior may be considered within the normal realm for young children. ELC teachers are prepared to communicate and work with each child and to partner with his/her parents in this area. Any student who demonstrates inappropriate physical behavior with intensity and/or consistently will be removed from the classroom. In specific cases, the parent may be asked to take the child home. Follow-up discussion and a plan of action will be discussed with the teacher, ELC Director and/or grade advisors.

## VARIOUS SCHOOL POLICIES

### **Mishloach Manot**

Please note that the exchange of Mishloach Manot among friends should be restricted to home delivery. We are making every effort to be vigilant and protect our students who are allergic to foods of varied ingredients.

### **Sibling Attendance at School-Wide Events**

In an effort to ensure quality instructional time and minimize disruptions, ELC students will not be permitted to attend events/performances taking place in any division. Please do not send a note or promise your child that he/she will be excused from class to attend a sibling's function. Likewise, ES & MS students may not attend ELC events.

## VARIOUS SCHOOL POLICIES

### **Kindergarten Graduation**

As per school policy, siblings are welcome to attend. Please use SDM/email to notify the respective division in advance that you will be signing them out. Please sign your child back in once graduation is over.

### **Trendy Toys, Electronic Devices and iPhones**

Please do not permit your child to bring any toys, electronic/gaming devices and iPhones onto the bus or into class. These items cause frustration when lost, and can lead to conflict among children. They are not conducive to an appropriate learning atmosphere. Items that are confiscated may be claimed by a parent from the ELC Office.

### **Gifts at School Programs/Events**

Parents who wish to bring a gift for their children in honor of a school event or celebration are asked to do so at home. We would like the focus of the event to be on the children's accomplishments.

### **Dress Code-Parents**

When entering our Yeshiva, all parents and visitors are requested to dress in accordance with Jewish tradition. We respectfully request that all parents observe the same Torah standards of attire that we require of our students and our faculty. Men are required to wear Kippot at all times while in the building.

### **Parents Are Away**

If you are planning to have a sitter, relative or friend watch your children while you are away, please notify the ELC Office with the dates you will be traveling, emergency contact number/caregiver information.



### **Lost & Found**

All items that are not claimed by Thanksgiving, Mid-winter break, Pesah and the end of school will be donated to charity. Please ask the ELC Office for the Lost & Found location.

## VARIOUS SCHOOL POLICIES

### Communications

Hillel Yeshiva considers parents as partners in the education of their children and welcomes constructive comments that can help make the school a better place. Hillel encourages parents who have questions or concerns to communicate directly with the responsible party at all times. Parents who have class or homework specific questions are encouraged to consult with their children's teachers directly, and address any other concerns to the appropriate administrative staff member. We find that communicating directly with the school is more productive than airing grievances elsewhere.

### Online Classroom Chats

Class and grade chats serve as a valuable platform for relaying information pertinent to class and schoolwide activities. These digital spaces keep parents informed regarding practical/ technical details such as event times, reminders and due dates. Parent questions or concerns should be communicated directly to a teacher or school administrator. This ensures that each situation will be addressed respectfully, efficiently and professionally. Please refrain from discussing personal matters in this forum. This approach maintains the integrity of class/grade chats, promoting a positive and productive environment for all members.

## STUDENT DRESS CODE

Students are expected to dress in a manner that is appropriate for a Yeshiva environment.

- Kindergarten students must comply with our school uniform guidelines.
- Shabbat clothing may be worn by the designated Shabbat Abba and Ima of all grades.
- PreK & Kindergarten boys must wear Kippot each day.
- Shirts may not have inappropriate images.
- Sneakers allow for maximum participation at playground and gym classes. No open toes sandals, crocs or backless shoes.
- No "short shorts."
- No tank tops or spaghetti straps. If your child would like to wear one, please make sure you send a light cardigan or sweater to wear over it.

## STUDENT DRESS CODE

# Warm Weather Dress Code



### Kindergarten Uniform Guidelines

| BOYS  | GIRLS   |
|---|---|
| <p>Solid Polo Shirts without logos are permitted in white, navy, chambray blue and gray short and long sleeves.</p> <p>Sweaters &amp; Sweatshirts are permitted in navy and gray in crew neck, V neck, zip up and cardigan styles.</p> <p>Footwear must be closed in the front and back.</p> <p>Pants - Solid navy, gray and khaki chino pants are permitted. No cargo, jeans, ultra tight fitting or elastic ankle pants are allowed.</p> <p>Tzitzit and kippot are required at all times.</p> | <p>Solid Polo Shirts without logos are permitted in white, navy, chambray blue and gray short and long sleeves.</p> <p>Sweaters &amp; Sweatshirts are permitted in navy and gray in crew neck, V neck, zip up and cardigan styles.</p> <p>Footwear must be closed in the front and back.</p> <p>Skirts - Hillel approved skirts and jumpers can be purchased from Jonah Fashions and Orly Gabbay.</p> |